

Note for Nicholes, Nichelle

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**From:** Elfar, Deb  
**Date:** Sun, Apr 24, 1994 12:43 PM  
**Subject:** YOUR BASIC MEETING  
**To:** DAlessandro, Giuseppe; Murphy, Virginia; Nicholes, Nichelle; Occhiuto, Vincent; Severino, Joe; Sinha, Arun; Strychack, Vicky; Villani, Douglas; Washer, Nancy  
**Cc:** Bunte, Ken; Dontarvon, Aria; Lizza, Sandra; Schumann, Marcella  
**File(s):** Basic Discussion Issues; Basic Flashlight Calendar

What is your or a "designated alternate's" availability for a meeting today from 1-2:30 p.m. to discuss enclosed file entitled "Basic Discussion Issues"? Timing is URGENT. We need to get decisions today so we do not lose any more manufacturing time and that proper packaging time is given. All of our assistance to work together and resolve this to the Brand's best advantage is needed.

Also included for especially Logistics & Madden review prior to meeting, a schedule for Flashlight arrival as provided by vendor last week. They are confirming this in writing and trying to improve on it, so ALL material can go on the water and airfreight will be avoided. Dates shown on this calendar are ACTUAL DATES not "week of" dates that flashlight can depart L.A. to go to packager. Thanks in advance for your help in trying to resolve this in the best possible manner. (Aria, please get a conf room from 1-2:30 p.m. to handle the no. of persons addressed in this e-mail and communicate to same distribution when location is set).

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